

Workshop Registration Form

Complete a separate form for each registrant. Photocopies are acceptable.

I WILL ATTEND THE WORKSHOP ON:

- ☐
 KAUAI – November 27, 2006Course No. 06F-TAX105
 (Mail to Kauai Community College)
- ☐
 MAUI – December 4, 2006.....Course No. 499F06
 (Mail to Maui Community College)
- ☐
 OAHU – December 11, 2006 Course No. 063BMDT701A
 (Mail to Kapiolani Community College)
- ☐
 KONA – December 14, 2006..... Course No. 064N003
 (Mail to Hawaii Community College)
- ☐
 HILO – December 15, 2006 Course No. 064N004
 (Mail to Hawaii Community College)

Name: Last			First			M.I.		
Company/Organization:								
Mailing Address:								
City/State/Zip Code:								
Phone No.:				Fax No.:				
E-Mail Address:								

CPE CREDIT: ☐ Yes ☐ No

PAYMENT:

- ☐
 \$60 Regular Registration Fee
- ☐
 \$5 Late Registration Fee (Total of \$65 – see REGISTRATION DEADLINE)

PAYMENT OPTIONS:

- 1

CHECK PAYABLE TO the college coordinating the workshop
- 2

PURCHASE ORDER

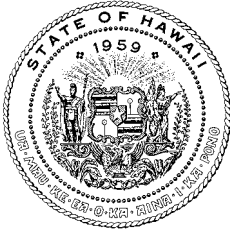
Purchase Order No.:

PLEASE ATTACH PURCHASE ORDER FORM

- 3

CREDIT CARD PAYMENT

<input type="checkbox"/> I hereby authorize University of Hawaii/Kapiolani/ Hawaii/Maui Community College to charge my:		<input type="checkbox"/> VISA
		<input type="checkbox"/> MasterCard
Account No.:		Expiration Date:
Signature:		



State of Hawaii

Department of Taxation

Year-End Workshops 2006

Half-day workshops at the following locations

Kauai – Monday, November 27, 2006, 8:30 AM-12:30 PM
 Kauai Community College - Dining Room
 3-1901 Kaumualii Highway
 Lihue, HI 96766

Course No. **06F-TAX105**

Maui – Monday, December 4, 2006, 8:30 AM-12:30 PM
 Maui Beach Hotel - Elleair Rainbow Room
 170 Kaahumanu Avenue
 Kahului, HI 96732

Course No. **499F06**

Oahu – Monday, December 11, 2006, 8:30 AM-12:30 PM
 Ala Moana Hotel - Hibiscus Ballroom
 410 Atkinson Drive
 Honolulu, HI 96814

Course No. **063BMDT701A**

Hawaii
Kona – Thursday, December 14, 2006, 8:30 AM-12:30 PM
 Royal Kona Resort - Discovery Room
 75-5852 Alii Drive
 Kailua-Kona, HI 96740

Course No. **064N003**

Hilo – Friday, December 15, 2006, 8:30 AM-12:30 PM
 Hawaii Community College - Manono Campus, Bldg 388 Rm 101 - 102
 1175 Manono Street
 Hilo, HI 96720

Course No. **064N004**

SPECIAL ACCOMMODATIONS: If you require special accommodations (i.e., Sign Language interpreter, large print) please contact the community college coordinating the workshop at least one (1) week prior to workshop.

External Training & Outreach
 State of Hawaii
 Department of Taxation
 P.O. Box 259
 Honolulu, HI 96809-0259

Topics covered will include:

- County Surcharge

Tax Forms Update and Tax Filing Tips

IRS Strategies to Address the Tax Gap

Tax Litigation Update

What's In the Pipeline for Legislative, Administrative and Policy Updates

Registration and Fees:

- The cost of the workshop is \$60 per person and includes:

➤ Continental Breakfast

➤ Workshop Materials

➤ 4 Hours of CPE Credit

Seating is limited, so register now!

Complete and submit **Workshop Registration Form** with your payment or credit card payment authorization. One registration form must be completed for each attendee. The registration form may be duplicated as needed.

To Order Materials Only:

- If you cannot attend the workshop or if you would like to order additional sets of the workshop materials, complete the **Workshop Materials Order Form** and submit the completed form with your payment of \$15 per set.

CPE Credit:

- Check the appropriate box on the registration form if you would like CPE credit. You also must sign in at the workshop and attend the entire workshop to receive full CPE credit.

On the Day of the Workshop:

- Check-in for the workshop is from 8:00 AM to 8:30 AM.

Parking is free at all venues EXCEPT the Ala Moana Hotel, which is \$3.00 with validation

Important Information:

- Check, Visa and Mastercard are accepted

Fax registration forms are accepted for credit card payment only

MAIL REGISTRATION FORM WITH PAYMENT OR CREDIT CARD INFORMATION TO:

KAUAI (checks for Kauai Workshop make payable to University of Hawaii)	
Kauai Community College Office of Continuing Education & Training 3-1901 Kaumualii Highway Lihue, HI 96766	No. for Inquiries: (808) 245-8318 Fax Registration No.: (808) 245-8271
HAWAII (checks for Hilo/Kona Workshops make payable to Hawaii CC)	
Hawaii Community College Office of Continuing Education & Training 200 W. Kawili Street Hilo, HI 96720-4091	No. for Inquiries: (808) 974-7531 Fax Registration No.: (808) 974-7487
OAHU (checks for Oahu Workshop make payable to Kapiolani CC)	
Kapiolani Community College Non-Credit Registration Office 4303 Diamond Head Road, Ilima 105C Honolulu, HI 96816	No. for Inquiries: (808) 734-9211 Fax Registration No.: (808) 734-9447
MAUI (checks for Maui Workshop make payable to Maui CC)	
Maui Community College Office of Continuing Education & Training—VITEC 310 Kaahumanu Avenue Kahului, HI 96732	No. for Inquiries: (808) 984-3231 Fax Registration No.: (808) 244-9632

REGISTRATION DEADLINE:

Registration forms must be received by the Registration Offices or postmarked at least two (2) weeks prior to the date of the workshop selected. *An additional \$5.00 fee will be charged if you register after these deadlines.* Payment must accompany the registration form. Credit card numbers submitted with your registration will be processed upon receipt. Registrations will not be processed without payment.

REFUNDS AND SUBSTITUTIONS:

Requests for refunds must be received by the Registration Offices or postmarked at least two (2) weeks prior to the date of the workshop registered for. No refunds will be made thereafter. Refunds will be mailed. Please allow 3 to 5 weeks for processing. Registrations are transferable; another person may take your place if you cannot attend.

PURCHASE ORDERS:

Hawaii State Government and federal government purchase orders will be accepted for workshop registration and must accompany the registration form. Participants registering by purchase order will be billed for nonattendance unless notification for withdrawal is made at least two (2) weeks prior to the date of the workshop registered for.

Workshop Materials Order Form

- If you are NOT attending the workshop but want to order the workshop materials, complete the appropriate information below

Orders must be submitted or postmarked by December 29, 2006

Fax material order forms are accepted for credit card payment only

Name: Last		First	M.I.
Company/Organization:			
Mailing Address:			
City/State/Zip Code:			
Phone No.:		Fax No.:	
E-Mail Address:			

No. 063BMDT801A	<div> <div></div> <div>Make checks payable to Kapiolani Community College</div> </div>
Workshop Material Quantity: _____ Cost: x \$15.00	Kapiolani Community College Non-Credit Registration Office 4303 Diamond Head Road, Ilima 105C Honolulu, HI 96816
Total Due: \$_____	Fax/Mail order form with check or credit card payment by December 29, 2006

For more information, please contact
State of Hawaii Department of Taxation
External Training & Outreach Office at:

Telephone: 808-587-1786

E-mail: Tax.Training.Outreach@hawaii.gov*

*Please contact us if you wish to be removed from our mailing list

